

**Whiteness Primary School Parent Council Meeting held at the Whiteness
Primary School & Microsoft Teams on 5th May 2025 at 6.30pm**

Present:

Stewart Somerville (Chair)
Davie Sandison (Councillor)
Rachel Colclough (Head Teacher)
Paula Somerville (Clerk)
Rebecca Waldie (Parent Member)
Dawn Smith (Parent Member)

Apologies

Morag Lyall (Councillor)
Catherine Hughson (Councillor)
Monica Moncrieff (Vice-Chair)
Jess Sales (Parent Member)
Shona Sim (Parent Member)
Diane Forsyth (Staff Member)

1. Welcome and Apologies

Stewart welcomed everyone to the meeting. Apologies were noted from Morag Lyall, Catherine Hughson, Monica Moncrieff, Jess Sales, Shona Sim and Diane Forsyth.

2. Approval of Previous Meeting

The previous minutes from the meeting held on 3rd Feb were approved by Rachel and seconded by Dawn.

3. Matters arising from previous meeting

Stewart confirmed that Tesco will provide food to promote healthy snacks for teeth.

Stewart advised that he would apply to Cycling UK for bikes and equipment in this new financial year.

4. Treasurers Report

Dawn confirmed that there is £450.21 in the bank account and Darren has approximately £50 in cash.

Dawn advised that the current constitution does not mention a treasurer role. Dawn and Stewart have agreed that they will undertake the treasurer role together.

Dawn/Stewart need to change the address on the bank account and remove Darren as a signatory.

PC contribution to the first aid course to be paid to school as soon as possible.

Dawn to arrange an audit of the accounts.

5. SIP update and forward planning for 25/26 – Rachel

Rachel advised that they are on track to complete all the actions in the current SIP. Rachel discussed possible priorities for next years SIP. These include piloting a dyslexia tracking toolkit, healthy snacks funding, building digital technology, bespoke school policies regarding attendance and developing the environment inside and outside the school. Rachel will contact parents/carers for their views regarding the emerging SIP priorities for next term.

6. Reminder of gathering PEF views - Rachel

Rachel advised that a survey has been sent out to parents/carers asking for their views regarding how PEF should be spent.

7. Working with PC on new updated Attendance Policy and bespoke policy for Whiteness – Rachel

Rachel stated that the local authority is updating the Attendance Policy. Following this the PC needs to meet with school staff to create a bespoke policy for Whiteness. Rachel will provide more information regarding this in the new academic year.

8. Future healthy snack day – Rachel

In partnership with Childsmile and Tesco the school will continue to have a healthy snack day, once a term. The next healthy snack day will be in June, date to be confirmed. Rachel will provide Stewart with a list of suitable snacks to share with Tesco.

9. New recycled picnic benches – Rachel

Rachel advised that the school requires two new picnic benches. Preferably these would be made from recyclable plastic. Stewart will investigate the cost of these. PC to consider fundraising options once the cost is confirmed.

10. Any other business – Committee

Rachel advised that funds raised from the book fund will be distributed to schools this month. They usually received £100.

Rachel stated she will complete an application for the school for cooking for all funding provided by Tesco. This funding could be used to fund food and equipment.

Paula highlighted that the PC were considering hosting a movie night to raise funds.

A discussion was held regarding the water pressure when using the hose. Rachel will report these issues to building services.

Dawn advised that the council are promoting internet safety by educating parents, carers, and children. They have held meetings with parents and sessions with pupils in schools. Pupils engaged well with these sessions. The

group agreed that they would be keen to be involved in this and would welcome them into the school. Dawn can contact Rachel regarding a suitable date.

11. Date and time of next meeting – Committee.

Next meeting and AGM will be held on the 8th of September 2025 at 6.30pm.